

PROPOSED WORK PLAN FOR ARTICLE 7 & CHAPTER 1450 ORDINANCE REVISIONS

GOAL: For the ADUAB to comprehensively review and draft amendments to Article 7 and Chapter 1450 of the County Code with input from appropriate staff, ADU Builders, ADU Consumers, Housing Advisory Board (HAB)

O B J E C T I V E	ACTIONS	PERSONNEL NEEDED	FISCAL IMPACT	TARGET DATE
<p>1. Define the Issues to be addressed in the revision process. The ADUAB held a focus group with ADU owners and renters to gain insight into program operations from clients. A joint committee met several times to discuss the ordinance and the program's operation and compiled a list of 12 issues, affirmed by the ADUAB, to form the core of an Ordinance revision. These issues were provided to the Public Safety/Human Services Committee in April and include:</p> <ul style="list-style-type: none"> ○ Density Bonus Options. Are the current density bonus options effective in incentivizing the construction of ADUs? ○ Clarification of Interspersion Rules. Do current interspersion requirements limit creativity and versatility in the development of ADUs? ○ ADU Compatibility with Market Rate Units. Should compatibility guidelines be developed to provide more flexibility in the design of ADUs interspersed with market rate units? ○ Introduction of incentives for the development of for-sale and rental units at 50% AMI and below. Are there incentives that would entice the development of ADUs at the lower end of the qualifying income range? ○ Examination of Cash Contribution Formula. Does the cash contribution formula work to promote the production of ADUs offsite? ○ Extension of Affordability Period. Should the affordability period be adjusted? ○ Integration of recent State Code Changes to 2305. Is the County fully exerting its ADU authority as granted by the Code? 	<ol style="list-style-type: none"> 1. Two ADUAB Committees (Modifications and Builders) have worked together to formulate the issues list. 2. The joint committee hosted an ADU Consumers' Focus Group in April, 2008. 3. The joint committee held a series of meeting to develop the recommended issues list to the ADUAB, which approved the list forwarded to the PS/HS Committee in April, 2009. 4. The issues list was also presented to the HAB through the ADUAB liaison, which expressed support to the Board of Supervisors for Ordinance revisions. 5. Based on PS/HS Committee request, the ADUAB has developed a draft work plan and defined the fiscal impact of Ordinance revision process. 	ADUAB and ADU program staff	These actions would require ADU program staff resources to support the ADUAB and funding for incidental office supplies, copying, advertising, etc.	July 22, 2009 PS/HS Committee

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<ul style="list-style-type: none"> ○ Evaluation of the Offering period. Should the offering period and process be adjusted to address the loss of units to market sale? ○ Simplification of the Sales Price Determination process in 1450. Can the sale price determination process be simplified? ○ Exploration of Refinancing Limits for ADU owners. Should limits be put into place to limit refinancing options for ADU owners? ○ Expansion of the Districts where alternative unit types are allowed. Should variable unit types be allowed in more places? ○ Examination of Condo & HOA Fee exemptions. Can HOA and Condo fees be reduced, forgiven, or addressed in another way to reduce the fiscal burden to ADU owners? 				
<p><u>2. Provide opportunities for input/insight into the program's operation.</u> Meet with ADU consumers (follow up to April, 2008 Focus Group meeting and Waiting List Focus Group planned in September); ADU Builders (Focus Group meeting planned October, 2009); Planning, Zoning, ADU program, and other appropriate staff. Provide periodic update to Housing Advisory Board Policy Committee through the ADUAB-liaison member. Review the County's Housing Policies to identify appropriate implementation in Article 7.</p>	<ol style="list-style-type: none"> 1. Assess input provided at Consumers Focus Group to determine follow-up process (meeting or survey). 2. Convene ADU Waiting List Focus Group to discuss issues related to housing choices. 3. Convene ADU Builders Focus Group to discuss issues related to the Ordinance, including the sales process, ADU design flexibility, and other issues.) 4. Meet with appropriate Planning and Zoning staff to discuss issues, information needs, and Ordinance revision process. 5. ADU Program staff to develop background information, program statistics, and best practices from other localities. 6. Meet periodically with the HAB (and the HAB Policy Committee on housing policy implications). 	<p>ADUAB, ADU Builders, ADU program staff, Planning and Zoning staff, HAB</p>	<p>The actions would require staff resources from the ADU program to support the ADUAB. Planning Department staff serves on the ADUAB. Zoning staff would be needed for a meeting to support these actions. Funding for incidental office supplies, copying, etc. would be needed.</p>	<p>Mid-October 2009</p>

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3. Develop/discuss options. Refine list of issues based on input. Develop and discuss optional approaches for Ordinance revisions based on research, information shared at input sessions, and implementation of the County's housing policies.	ADUAB joint committee meets several times to discuss optional approaches to address issues and provides monthly report to full ADUAB to vet and gain consensus on approaches. Meet with the HAB.	ADUAB, ADU program staff (to include Assistant County Attorney that currently provides support to the ADU program), HAB.	These actions would require ADU program staff resources to support the ADUAB and funding for incidental office supplies, copying, etc.	Mid-November 2009
4. Draft changes. Develop a red-lined draft of revised Ordinance based.	ADUAB joint committee meets several times to draft redline version of Article 7 and 1450 revisions. Committee provides monthly report to ADUAB.	ADUAB and ADU program staff (to include Assistant County Attorney that currently provides support to the ADU program).	These actions would require ADU program staff resources to support the ADUAB and funding for incidental office supplies, copying, etc.	January 31, 2010
5. Review process. Provide an opportunity for the ADUAB and appropriate staff to review and discuss the draft.	<ol style="list-style-type: none"> 1. ADUAB Committee presents revised Ordinance to ADUAB and HAB for review/comment. 2. Appropriate staff reviews the draft, meeting with ADUAB as needed for discussion and further refinement. 	ADUAB, HAB, ADU program staff, Planning and Zoning staff	These actions would require staff resources from the ADU program, Planning, and Zoning to support the ADUAB and funding for incidental office supplies, copying, etc.	March 31, 2010
6. Recommendations. Present recommended revisions to the Public Safety/ Human Services Committee to recommend an "intent to amend" the Zoning and Codified Ordinance to the Board of Supervisors.	<ol style="list-style-type: none"> 1. ADUAB leadership presents draft Article 7 and 1450 to the Public Safety/Human Services (PSHS) Committee and requests a recommendation for an "intent to amend" the Ordinance from the Committee to the Board of Supervisors. 2. PSHS Committee recommends the adoption of an "intent to amend" to the Board of Supervisors. 3. The Board adopts the "intent to amend" and sends the ZOAM to the Planning Commission for review/refinement and for the initiation of the public process. 	ADUAB, ADU program staff, County Administration staff	These actions would require staff resources from the ADU program and County Administration to support the ADUAB and the Board of Supervisors and funding for incidental office supplies, copying, etc.	May 20, 2010